

Program B: Incarceration

Program Authorization: R.S. 15:821-840.2 and R.S. 36:401-409

PROGRAM DESCRIPTION

The mission of the Incarceration Program is to provide for the custody, control, and care of adjudicated offenders through enforcement of the laws and implementation of programs designed to ensure the safety of the public, staff, and inmates.

The goals of the Incarceration Program are:

1. Maximize public safety through appropriate and effective correctional custodial and supervisory programs.
2. Provide for the safety of correctional staff and inmates by maintaining an organized and disciplined system of operations that promotes stability in the institution.
3. Ensure that basic services relating to adequate food, clothing, and shelter are provided to the inmate population.
4. Provide the maximum available bed space allowable by the State Fire Marshal, Department of Health and Hospitals, American Correctional Association requirements, budgeted resources, and good correctional practices.
5. Protect the investment by the state in the facility by providing an adequate maintenance program for all buildings and equipment and by following Division of Administration property control regulations.

The Incarceration Program encompasses all security and related costs. It also includes other services related to the custody and care of adjudicated offenders, such as the classification of inmates and related record-keeping, provision of basic necessities such as food, clothing, and laundry services for the inmate population, maintenance and support of the facility and other equipment, and Project Clean-Up. (Project Clean-Up, a cooperative effort between the Department of Public Safety and Corrections, Corrections Services, and the Department of Transportation and Development [DOTD], involves inmate crews for litter pickup and DOTD work crews for mowing and litter collection. The project is a direct result of the commitment of Governor and Mrs. Foster to improve the appearance of roads and highways across the state.) The Incarceration Program comprises approximately 65.1% of the total institution budget.

OBJECTIVES AND PERFORMANCE INDICATORS

Unless otherwise indicated, all objectives are to be accomplished during or by the end of FY 2000-2001. Performance indicators are made up of two parts: name and value. The indicator name describes what is being measured. The indicator value is the numeric value or level achieved within a given measurement period. For budgeting purposes, performance indicator values are shown for the prior fiscal year, the current fiscal year, and alternative funding scenarios (continuation budget level and Executive Budget recommendation level) for the ensuing fiscal year (the fiscal year of the budget document).

The objectives and performance indicators that appear below are associated with program funding in the Base Executive Budget for FY 2000-01. Specific information on program funding is presented in the financial sections that follow performance tables.

1. (KEY) To prohibit escapes.

Strategic Link: This operational objective is related to the program's Strategic Objective I.1: *To prohibit escapes on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Number of escapes	0	0	0	0	0	0

2. (KEY) To protect staff and inmates from security breaches on a 24-hour basis.

Strategic Link: This operational objective is related to Strategic Objective II.1: *To protect staff and inmates from security breaches on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Number of inmates per corrections security officer	3.8	3.6	3.9	3.9	3.9	3.9

3. (KEY) To maintain but not exceed capacity.

Strategic Link: This operational objective is related to Strategic Objective I.1: *To maintain, but not exceed capacity on an annual basis.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Capacity	952	952	1,052	1,052	1,052	1,052

GENERAL PERFORMANCE INFORMATION: SECURITY TRENDS					
LOUISIANA CORRECTIONAL INSTITUTE FOR WOMEN					
PERFORMANCE INDICATOR	PRIOR YEAR ACTUAL FY 1994-95	PRIOR YEAR ACTUAL FY 1995-96	PRIOR YEAR ACTUAL FY 1996-97	PRIOR YEAR ACTUAL FY 1997-98	PRIOR YEAR ACTUAL FY 1998-99
Number of inmates per corrections officer	29	35	3.6	3.6	3.6
Number of escapes	0	0	0	0	0
Number of apprehensions	0	0	0	0	0
Number of major disturbances	0	0	0	0	0
Number of minor disturbances	110	74	88	79	48
Number of assaults - inmate on staff	20	24	22	20	24
Number of assaults - inmate on inmate	43	93	67	108	94
Number of sex offenses	22	10	28	19	21

4. (SUPPORTING) To adequately maintain the state's infrastructure.

Strategic Link: This operational objective is related to Strategic Goal V: *To protect the investment by the state in the facility by providing an adequate maintenance program for all buildings and equipment and by following Division of Administration property control regulations.*

Explanatory Note: The Office of Risk Management requires state agencies to be audited annually in compliance with the state Loss Prevention Program. Agencies that do not pass 100% of the audit can be assessed a 5% increase in their risk management premiums. Those agencies that pass the audit realize a savings in current year risk management premiums.

Act 11 of the 1998 Special Legislative Session provides that: "Any agency which has undergone a loss prevention audit by the Office of Risk Management and has received certification from the Office of Risk Management as being in compliance with state law and loss prevention standards prescribed by the Office of Risk Management shall receive a credit to be applied to the agency's annual self-insured premium per line of insurance coverage, excluding the coverages for road hazards and medical malpractice, equal to five percent of the agency's total annual self-insured premium paid per line of coverage. An agency which has failed to receive certification after undergoing a loss prevention audit by the Office of Risk Management shall be liable for a penalty of five percent of the agency's total annual self-insured premium paid per line of coverage, excluding the coverages for road hazards and medical malpractice."

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
S	Savings resulting from successful completion of risk management audit.	Not applicable ¹	5%	Not applicable ¹	5% ¹	5%	5%
S	Dollar amount of savings resulting from successful completion of risk management audit	Not applicable ¹	\$7,067	Not applicable ¹	\$7,067 ¹	\$7,067	\$7,067

¹ This is a new performance indicator. It did not appear under Act 19 of 1998 or Act 10 of 1999 and has no performance standards for FY 1998-99 and FY 1999-00. The value shown for existing performance standard is an estimate not a standard.

RESOURCE ALLOCATION FOR THE PROGRAM

Incarceration						
	ACTUAL	ACT 10	EXISTING	CONTINUATION	RECOMMENDED	RECOMMENDED
	1998-1999	1999- 2000	1999- 2000	2000 - 2001	2000 - 2001	OVER/(UNDER)
						EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$8,195,098	\$8,958,979	\$9,033,803	\$9,781,542	\$9,312,529	\$278,726
STATE GENERAL FUND BY:						
Interagency Transfers	39,175	39,175	39,175	39,175	39,175	0
Fees & Self-gen. Revenues	164,438	131,691	131,691	131,691	161,691	30,000
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	\$8,398,711	\$9,129,845	\$9,204,669	\$9,952,408	\$9,513,395	\$308,726
EXPENDITURES & REQUEST:						
Salaries	\$5,266,788	\$5,971,601	\$5,971,601	\$6,501,529	\$6,141,434	\$169,833
Other Compensation	39,411	16,453	16,453	16,453	16,453	0
Related Benefits	809,237	901,967	901,967	980,910	1,000,956	98,989
Total Operating Expenses	1,664,561	1,895,794	1,896,688	2,075,288	2,037,178	140,490
Professional Services	16,189	0	0	0	0	0
Total Other Charges	1,050	3,780	3,780	6,000	6,000	2,220
Total Acq. & Major Repairs	601,475	340,250	414,180	372,228	311,374	(102,806)
TOTAL EXPENDITURES AND REQUEST	\$8,398,711	\$9,129,845	\$9,204,669	\$9,952,408	\$9,513,395	\$308,726
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	269	289	289	289	290	1
Unclassified	0	0	0	0	0	0
TOTAL	269	289	289	289	290	1

SOURCE OF FUNDING

This program is funded with State General Fund, Fees and Self-generated Revenues and Interagency Transfers. The Fees and Self-generated Revenues are derived from the following: (1) inmate canteen fund to cover administrative cost incurred from managing the canteen fund; (2) funds received for reimbursement for copier use, replacement of name tags, etc.; (3) funds received from employee purchase of meals; (4) the required medical co-payment by inmates for certain medical visits and prescriptions; and (5) funding received for telephone commissions from MCI phone company. The Interagency Transfers are derived from the Department of Transportation and Development for security costs associated with providing inmate road crews.

ANALYSIS OF RECOMMENDATION

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$8,958,979	\$9,129,845	289	ACT 10 FISCAL YEAR 1999-2000
			BA-7 TRANSACTIONS:
\$74,824	\$74,824	0	Carryforward for Acquisitions
\$9,033,803	\$9,204,669	289	EXISTING OPERATING BUDGET – December 3, 1999
\$133,721	\$133,721	0	Annualization of FY 1999-2000 Classified State Employees Merit Increase
\$113,863	\$113,863	0	Classified State Employees Merit Increases for FY 2000-2001
\$41,531	\$41,531	0	State Employee Retirement Rate Adjustment
\$239,374	\$239,374	0	Acquisitions & Major Repairs
(\$268,250)	(\$268,250)	0	Non-Recurring Acquisitions & Major Repairs
(\$74,824)	(\$74,824)	0	Non-Recurring Carry Forwards
\$43,288	\$43,288	0	Salary Base Adjustment
(\$295,570)	(\$295,570)	0	Attrition Adjustment
(\$49,206)	(\$49,206)	0	Personnel Reductions
\$434,689	\$434,689	0	Workload Adjustments - Security, Operating Service and Supply costs associated with the 100-bed expansion
\$67,982	\$67,982	0	Other Adjustments - Allows payment of Compensatory Leave in excess of 540 hours within a calendar year
\$2,220	\$2,220	0	Other Adjustments - Increase Interagency Transfer with Department of Public Safety for radio user fees
\$19,908	\$19,908	1	Other Technical Adjustments - Transfer one (1) Typist Clerk position from the Health program to properly reflect funding in the appropriate program
(\$100,000)	(\$100,000)	0	Other Technical Adjustments - Transfer salary funding to the Health program to properly reflect funding in the appropriate program
(\$30,000)	\$0	0	Net Means of Financing Substitutions - Replace State General Fund with Fees and Self-generated Revenues due to the projected overcollection of inmate medical copayments
\$9,312,529	\$9,513,395	290	TOTAL RECOMMENDED
\$0	\$0	0	LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS
\$9,312,529	\$9,513,395	290	BASE EXECUTIVE BUDGET FISCAL YEAR 2000-2001
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL:
\$0	\$0	0	None
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL

			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE
\$9,312,529	\$9,513,395	290	GRAND TOTAL RECOMMENDED

The total means of financing for this program is recommended at 103.4% of the existing operating budget. It represents 77.7% of the total request (\$12,239,466) this program. The increase in the recommended funding level is primarily attributed to the costs associated with the 100-bed expansion, the adjustments necessary to fully fund the 290 recommended positions and the increased funding to allow for the payment of compensatory leave in excess of 540 hours within a calendar year. An increase of one (1) Typist Clerk position along with its related funding is also reflected due to its transfer from the Health Services program. This transfer will properly reflect funding in the appropriate program.

PROFESSIONAL SERVICES

This program does not have funding for Professional Services for Fiscal Year 2000-2001.

OTHER CHARGES

\$6,000 User fee for radio system -Department of Public Safety

\$6,000 TOTAL INTERAGENCY TRANSFERS

ACQUISITIONS AND MAJOR REPAIRS

\$311,374 Replace one (1) vehicle, washers, dryers, and miscellaneous household and security equipment; replace floors and baseboards in infirmary, warehouse, education building and dormitories, replace tiles, shower, tub valves and floor drains in one dormitory.

\$311,374 TOTAL ACQUISITIONS AND MAJOR REPAIRS